CLAIMS:

1. (Currently amended) A method of sharing information among at least two data processing entities, the method including the steps of:

selecting receiving a selection of a block of information on a first one of the data processing entities[[,]]

storing the block of information in a predefined shared file in response to at least one shortcut command, and

retrieving the block of information from the shared file on a second one of the data processing entities in response to at least one further shortcut command for sharing with a second one of the data processing entities;

receiving a selection of a shortcut icon on the first data processing entity, the shortcut icon being associated with at least one shortcut command to operate on a shared file that is shared between the first data processing entity and the second data processing entity;

automatically executing the at least one shortcut command to:

automatically open the shared file in response to receiving the selection of the shortcut icon,

automatically flush the shared file in response to automatically opening the shared file,

automatically insert the selected block of information into the shared file in response to automatically flushing the shared file, and

automatically save the shared file in response to automatically inserting the selected block of information;

receiving a selection of a second shortcut icon on the second data processing entity, the second shortcut icon being associated with at least one further shortcut command to operate on the shared file; and

automatically executing the at least one further shortcut command to:

automatically open the shared file in response to receiving the selection of the second shortcut icon,

automatically insert the selected block of information into a clipboard of the second data processing entity in response to automatically opening the shared file, and

automatically paste the selected block of information from the clipboard into an application running on the second data processing entity.

- 2. (Canceled)
- 3. (Canceled)
- 4. (Currently amended) The method according to claim 1, wherein the at least one shortcut command consists of comprises at least one of a first and a second shortcut commands, the step of storing a copy shortcut command or a cut shortcut command, and wherein inserting the block of information in the shared file including the automatic execution of the following steps in response to each shortcut command comprises at least one of:

automatically copying the selected block of information into a first clipboard of the first data processing entity in response to the at least one shortcut command being a copy shortcut command;

or <u>automatically</u> cutting the <u>selected</u> block of information into [[a]] <u>the</u> first clipboard of the first data processing entity in response to the <u>first at least one</u> shortcut command or to the <u>second shortcut command</u>, <u>respectively</u>.

flushing the shared file,

pasting the block of information from the first clipboard into the shared file, and saving the shared file being a cut shortcut command.

- 5. (Canceled)
- 6. (Currently amended) The method according to claim 1, further including the step of selecting comprising:

<u>receiving a selection of</u> an extension of the shared file on the first and second data processing entities.

7. (Currently amended) The method according to claim 1, wherein a predefined one of the data processing entities stores a plurality of shared files assigned to corresponding users, the method further including the step of comprising:

configuring each data processing entity in response to a log-in of a user to include the at least one shortcut command and the at least one further shortcut command for each shared file assigned to the user.

8-12. (Canceled)